F 1581D

MCB SUPPLIER CODE OF CONDUCT

MCB's strategy is to source responsibly.

We procure goods and services based on international good governance and practices.

We therefore evaluate and select potential suppliers beyond the basis of economic criteria. We take into account environmental factors, compliance with human rights, labour and social standards as well as anti-discrimination and anti-corruption policies.

We expect as well the same standard of approach from our suppliers throughout their supplier chain.

Of note, any material fact coming to the MCB's knowledge after registration depicting serious non-compliance issue/s shall entail immediate deregistration.

We outline hereunder our expectations:-

- **Environmental responsibility**

  Suppliers must minimize the negative impact of their activities on the environment and promote environment-friendly solutions, including conservation and efficient consumption of resources, prevention of pollution, recycling, and proper treatment of waste generated by their operations to preserve our biodiversity and improve our carbon footprints.

- **Fair employment**

  Suppliers are required to respect all of the rights of their employees and to conduct themselves respectfully and responsibly towards them, as reflected, among other matters, in fair wages, including the full direct and indirect payments to which the workers are entitled; refraining from depriving workers of rest periods; ensuring safe work conditions; and more.

- **Equal opportunities and prevention of discrimination and harassment**

  Suppliers must grant equal opportunities to all of their employees, based on substantive considerations, without discrimination based on religion, race, sex, age, etc., while promoting a work environment free of any kind of harassment.

- **Integrity/transparency**

  Suppliers must uphold these values and respect their commitments. Suppliers shall provide full, clear information to the bank, with due disclosure and maximum transparency with regard to all matters relevant to their activities with the bank.

- **Compliance with regulation**

  Suppliers must be thoroughly familiar and compliant with all regulatory requirements relevant to their activities, and act immediately to eliminate any gaps in this area. Furthermore, Suppliers must report any legal proceedings underway against them in connection with failure to comply with regulations.

- **Combating corruption and bribery**

  Suppliers must declare that they reject corruption, including all aspects thereof, and that they forbid their employees and/or anyone acting on their behalf to give or receive bribes or illegal gratuities. Suppliers are prohibited from offering gifts and gratuities, directly or indirectly, to employees of the bank who have working relationships with them. Furthermore, Suppliers may not offer anything that might influence or impair the judgment of a bank employee, or place the employee under an obligation.

- **Data Protection and Privacy**

  Suppliers must at all times comply with all applicable laws relating to data protection and privacy. Suppliers shall undertake that they have implemented and maintained a comprehensive written information security programme that contains all adequate technical and organizational measures to ensure a level of security appropriate to the risks so as to preserve the security of personal data and in particular, to protect them against any accidental or unlawful destruction, accidental loss, alteration, unauthorised diffusion or access, particularly when the processing includes transmissions of data within a network, as well as against any other unlawful form of processing or communication to unauthorised persons.

  Suppliers shall, in addition, provide the necessary guarantees that no claims have been asserted or threatened against themselves alleging a violation of any person's privacy or personal information or data rights and that the consummation of the transactions contemplated hereby will not breach or otherwise cause any violation of any law related to privacy, data protection, or the collection and use of personal information collected, used, or held for use by themselves in the conduct of their business.

- **Professionalism and excellence**

  Suppliers must ensure that they have all of applicable permits, authorizations, certifications, and licenses. Suppliers shall perform their obligations and provide the services, with all due diligence, care, accuracy and attention up to the required standards and expertise for their lines of industry, in conformity with the Bank's requirements. The Suppliers shall have the professional adequacy, the experience, the appropriate means and the skilled resources and that they can and shall execute their obligations.

AUG 2022_V2